

Adoptions and Safe Family Act (ASFA) Exceptions

Note: In order to document ASFA Exceptions, an assignment to the case is needed.


Introduction:

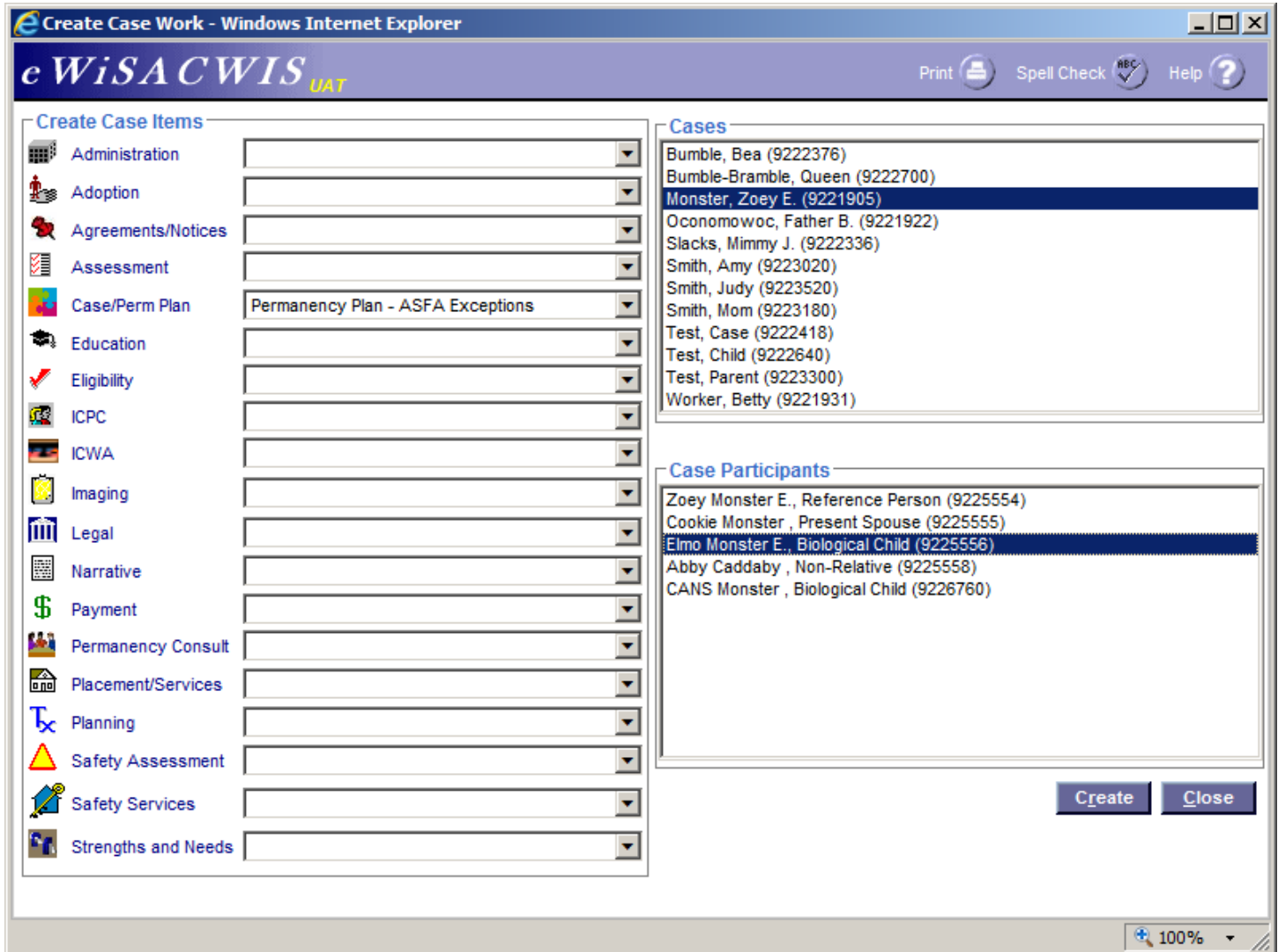
The ASFA Exceptions page allows for the documentation of the reason(s) why (i.e. exception) a Termination of Parental Rights (TPR) is not being pursued before the end of the 15th of the most recent 22nd month that a child has been in a qualifying Out of Home Placement. The ASFA Exceptions page alleviates workers from having to create and document a Permanency Plan solely for the purpose of documenting ASFA Exception(s). State law requires ASFA Exception(s) be documented in the Permanency Plan. Therefore, the Permanency Plan will pre-fill this information. In addition, the text document (Perm Plan ASFA Addendum), which also pre-fills with the ASFA Exception(s) information, can be attached to the current Permanency Plan to satisfy the ASFA – TPR Exception requirement. This is especially useful when the ASFA Exception(s) information that was documented on the ASFA Exception(s) page is more recent than that in the ongoing Permanency Plan. The information entered on the most recent ASFA Exception(s) page will also pre-fill into subsequent Permanency Plans as they are created. The ASFA Exception(s) information does not, unless requested by the judge, need to be filed with the local circuit court.

An ASFA Exception(s) tickler appears on a worker's desktop 30 days prior to the end of the child's 15th of 22 months in Out of Home Placement. The purpose of the ASFA Exception tickler is to remind workers and workers' supervisors to document ASFA Exception(s) information by the end of the 15th month. Successful completion and Approval of the ASFA Exceptions page will delete this tickler.

Note: The ASFA Exception needs to only be documented once. If circumstances change, the ASFA Exception does not need to be updated, since it was a point in time (at the 15th month mark).

Documenting ASFA Exceptions in eWiSACWIS

1. From the desktop, go up to Create > Case Work or click the Case Work hot button . This will open the Create Case Work page.
2. On the Create Case Work page, select Permanency Plan - ASFA Exceptions from the Case/Perm Plan drop-down. Select the appropriate Case and the Case Participant. Click Create. This will open the Permanency Plan - ASFA Exceptions page.



The screenshot shows the 'Create Case Work' page in the eWiSACWIS UAT application, running in a Windows Internet Explorer browser window. The page has a purple header with the application name and navigation links (Print, Spell Check, Help). The main content area is divided into three sections: 'Create Case Items', 'Cases', and 'Case Participants'.

Create Case Items: A list of categories with corresponding icons and dropdown menus. The 'Case/Perm Plan' dropdown is currently selected, showing 'Permanency Plan - ASFA Exceptions'.

Cases: A list of case names and IDs. 'Monster, Zoey E. (9221905)' is highlighted.

Case Participants: A list of participants associated with the selected case. 'Elmo Monster E., Biological Child (9225556)' is highlighted.

At the bottom right, there are 'Create' and 'Close' buttons. The bottom status bar shows a zoom level of 100%.

Create Case Items	Cases	Case Participants
Administration	Bumble, Bea (9222376)	Zoey Monster E., Reference Person (9225554)
Adoption	Bumble-Bramble, Queen (9222700)	Cookie Monster, Present Spouse (9225555)
Agreements/Notices	Monster, Zoey E. (9221905)	Elmo Monster E., Biological Child (9225556)
Assessment	Oconomowoc, Father B. (9221922)	Abby Caddaby, Non-Relative (9225558)
Case/Perm Plan	Slacks, Mimmy J. (9222336)	CANS Monster, Biological Child (9226760)
Education	Smith, Amy (9223020)	
Eligibility	Smith, Judy (9223520)	
ICPC	Smith, Mom (9223180)	
ICWA	Test, Case (9222418)	
Imaging	Test, Child (9222640)	
Legal	Test, Parent (9223300)	
Narrative	Worker, Betty (9221931)	
Payment		
Permanency Consult		
Placement/Services		
Planning		
Safety Assessment		
Safety Services		
Strengths and Needs		

3. If an ASFA Exception page has already been created in the case for any participant, you will be presented with the option to Copy that existing ASFA Exception page or the option to create a new ASFA Exception page. In this example we will select the Create button to create a new ASFA Exception page.

ASFA Exceptions Select - Windows Internet Explorer

eWiSACWIS Print Spell Check Help

Please select an existing ASFA Exception page to copy from if appropriate

Existing ASFA Exceptions

Child	Creation Date	
Elmo E. Monster	10/13/2010	Copy

Create Close

Done Trusted sites | Protected Mode: Off 100%

4. This is the Permanency Plan – ASFA Exceptions page. If a referral to TPR has not been made and a date has not been recorded in the ‘Date referred to District Attorney/Corporation Counsel’ field on the Permanency Plan – TPR/Adoption Status tab, the Permanency Plan – ASFA Exception page should be completed. By completing this page you will be documenting the Reason(s) why (i.e. Exceptions) a TPR is not being pursued before the end of the 15th of the most recent 22 months that a child has been in a qualifying Out of Home Placement.
5. Once you have selected a reason why TPR is not being pursued before the end of the 15th of the most recent 22 months that a child has been in a qualifying Out of Home Placement, you will be required to provide supporting information in the narrative section below the reason selected.
6. After you have completed the supporting information section, select Permanency Plan ASFA Addendum from the Options drop-down and click Go. It is important this document be opened prior to final approval so that it will be available to other people who wish to either look at or print the document.

Permanency Plan - ASFA Exceptions - Windows Internet Explorer

eWiSACWIS UAT Resource TM Print Spell Check Help

General Information

Case Name: Monster, Zoey, E.	Case ID: 9221905	Date Approved:
Child Name: Monster, Elmo E.	Person ID: 9225556	Worker Name: Kiel, Robert

Reason why TPR is not being pursued at 15 of 22 months

☒ Child is placed with a fit and willing relative.

Provide supporting information:

Narrative...

☐ Compelling reason(s) why termination of parental rights is not in the child's best interest.

Provide supporting information:

☐ Reasonable efforts to safely return the child to his or her home have not been made.

Provide supporting information:

Options: Go Save Close

- Actions
- Approval
- Text
- Permanency Plan ASFA Addendum**

100%

- This is the Permanency Plan ASFA Addendum. Complete the Name – Agency field. Verify the additional information is pre-filling the information you expect. Select Close and Return to eWiSACWIS.

PERMANENCY PLAN ADOPTION AND SAFE FAMILIES ACT ADDENDUM		
Date 02/20/2014	Name - Agency [REDACTED]	
Name - Child (Last, First, MI) Monster, Elmo E.	Birthdate - Child 10/02/1994	
Name - Mother (Last, First, MI) Monster, Zoey E.	Telephone Number - Mother (Home) [REDACTED]	Telephone Number - Mother (Work) [REDACTED]
Address - Mother (Street, City, State, Zip Code) 555 Birthday Lane Madison, WI 53701		
Name - Father (Last, First, MI) Monster, Cookie	Telephone Number - Father (Home) [REDACTED]	Telephone Number - Father (Work) [REDACTED]
Address - Father (Street, City, State, Zip Code) 123 Sesame Street Madison, WI 53714		
Reason why Termination of Parental Rights (TPR) is not being pursued at 15 of 22 months.		
<input checked="" type="checkbox"/> Child is placed with a fit and willing relative. <input type="checkbox"/> Narrative... <input type="checkbox"/> Compelling reason(s) why TPR is not in the child's best interest. <input type="checkbox"/> Reasonable efforts to safely return the child to his or her home have not been made. <input type="checkbox"/> Grounds for involuntary TPR do not exist.		







- Via Options, select Approval to approve this work. On the Approval History page, select the Approve radio button and click Continue. Back on the Permanency Plan – ASFA Exceptions page, click Save to completely save your work.

9. The Permanency Plan - ASFA Exceptions page can be accessed from the desktop.

Under the Permanency Plan:

 [Monster, Zoey E. \(9221905 \)](#) [Actions](#)

CPS Family - Ongoing 09/26/2007 Kolson-Janov, Carolyn H. SRO-DCFS-Madison 123 Sesame Street , Madison, WI 53714

-  Access Reports
-  Assessment
-  Assets and Income
-  Assignment
-  Case/Permanency Plan
 -  [Permanency Plan \(CPS, OHC, ICWA, IL\) 02/18/2014 Monster, Elmo E. Pending](#)
 -  [ASFA Exceptions - 10/13/2010 10/13/2010 Monster, Elmo E.](#)

Under Planning:

 [Monster, Zoey E. \(9221905 \)](#) [Actions](#)

CPS Family - Ongoing 09/26/2007 Weber, Jenny SRO-DCFS-Madison 123 Sesame Street , Madison, WI 53714

-  Access Reports
-  Assessment
-  Assets and Income
-  Assignment
-  Case/Permanency Plan
-  Eligibility
-  ICWA
-  Legal
-  Narrative
-  Participant Document
-  Placements
-  Planning
 -  [ASFA Exceptions - 10/13/2010 10/13/2010 Monster, Elmo E.](#)
-  Related People